

PLACER COUNTY PARKS AND GROUNDS DIVISION

FORESTHILL LEROY E. BOTTS MEMORIAL PARK

GENERAL POLICIES

Reservations are available for Foresthill Park by contacting the Placer County Parks Division at (530) 886-4901. Application must be made **NO LESS THAN TEN (10) WORKING DAYS** prior to the anticipated event. Reservation applications are taken for the Baseball Fields, Gazebo, concrete dance pad and BBQ/picnic area. All areas of the park that are not reserved are available on a first-come, first-serve basis.

The Department of Facility Services must receive a completed application package, including Hold Harmless and Indemnification Form, Applicable Fees, and Certificate of Insurance (if required),, **WITHIN TEN (10) WORKING DAYS OF THE INITIAL RESERVATION REQUEST**. When the Reservation is made your last name or the name of your organization will appear on the Placer County Parks Web calendar as well as on the calendar in the kiosk at the park you are reserving (**NO OTHER INFORMATION WILL BE RELEASED**).

For each reservation there is a refundable cleaning deposit, which shall be determined by the Director of Facility Service depending on the scope of the event.

There is an Application Fee of \$5.00 for each reservation. There will be an additional \$5.00 fee for every change to the initial reservation. This Application Fee is not refundable.

PAYMENTS of fees and deposits must be in the form of a **check or money order payable to “Placer County Facility Services”**. **CASH WILL NOT BE ACCEPTED FOR PAYMENTS**. Two checks/money orders will be required for each reservation: One for Reservation/Application Fee and One for Cleaning/Damage Deposit.

BRINGING DOGS to the park is discouraged; however, if a dog is in the park, it must be on a leash non longer than 6 feet, and it's owner is responsibility for cleaning up after it.

AMPLIFIED MUSIC is not allowed in the park without a request for amplified sound signed by the Parks Administrator.

CERTIFICATES OF INSURANCE

Certificates of Insurance (MINIMUM OF \$500,000 Liability) may be required for park reservations depending on the scope of the event. The Certificate of Insurance shall name Placer County as an Additional Insured party on the policy containing language as specified below, and show the location and dates of facility usage and the amount of insurance coverage.

"The County of Placer, its officers, agents, and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement." "The insurance provided is primary coverage of the County of Placer with respect to any insurance of self-insurance programs maintained by the County, and no insurance held or owned by the County shall be called upon to contribute to a loss."

Special Event insurance may be purchased from the County's Risk Management Division by calling (530) 886-2603.

FIELD USE

Field use fee is \$50.00 per team for non-profit league use, \$5.00 per hour for the public, and \$20 per hour for commercial and school use, per field.

Fields shall not be used within 24 hours of rain without first checking with the Parks Division at (530) 886-4901. fields shall not be used when soggy field conditions exist. Alternate available dates may be offered in the event of inclement weather by notifying the Parks Division the following day.

During any unreserved time period(s), fields shall be available on a first-come first-serve basis. However, if our Parks crew needs to perform maintenance work, you may be asked to leave the grounds.

GAZEBO AND DANCE PAD

There is a \$10.00 per hour charge for the Gazebo and Dance Pad rental, in addition to the \$5.00 Application Fee.

LARGE EVENTS

Groups wishing to provide additional recreational opportunities for their guests (such as booths, dunk tank, stages, etc.) must provide the County with a written request at least 30 days prior to the date of the event. The request should include the date of the event, size of the group, a map showing the location of booths and activities, along with a list of the types of booths and activities. Utilizing this information, the County may then determine the appropriateness of booth and activity locations, amount of liability insurance, and the Deposit required.

ELECTRICITY is available, however, arrangements must be made in advance with the Parks Division (886-4901) to have it turned on.

PORTABLE RESTROOM FACILITIES may be required of groups in excess of 100 at a rate of 1 per 100 people.

ADDITIONAL DUMPSTERS may be required for large event generated refuse. Applicant can make these arrangements by contacting the local disposal service.